

USDA INTERNET & E-MAIL SECURITY
DM 3525-000

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CHAPTER 5
GENERAL INFORMATION

1 PURPOSE

This Departmental Manual chapter supplements the requirements of Departmental Regulation (DR) 3300-1, Telecommunications, Appendix I and updates DR 3140-2, Internet Security Policy. Overall, this chapter is designed to specify the conditions for use of the Internet by USDA agencies and mission areas.

Part 1, USDA Internet Access for Private Internet Service Providers establishes the requirement for Internet access to be obtained by agencies/mission areas from the USDA Internet Access Network whenever feasible. In addition, security provisions are outlined that must be met by all agencies that use private Internet Service Providers on an exception basis.

Part 2, Internet Use & Copyright Restrictions defines the several conditions for the authorized use of the Internet and protection of USDA Information Technology (IT) resources. Material in this part includes both operational requirements and expected official behavior on the part of USDA users.

2 CANCELLATION

This Departmental Manual will be in effect until superseded.

3 REFERENCES

Office of Management and Budget Circular A-130, Appendix III, "Federal Agencies Responsibilities for Maintaining Records About Individuals

Office of Management and Budget Circular A-130, Appendix III, "Security of Federal Automated Information Resources " ;

Office of Management and Budget Memo M-99-05, "Instructions on Complying with the President's Memorandum of May 14, 1998, 'Privacy and Personal Information in Federal Records' with Attachments A, B, & C"

Office of Management and Budget Memo M-99-18, "Privacy Policies on Federal Web Sites"

Office of Management and Budget Memo M-00-13, " Privacy Policies and Data Collection on Federal Web Sites"

Office of Management and Budget Memo M-01-05, "Guidance on Inter-Agency Sharing of Personal Data – Protecting Personal Privacy"

National Institute of Standards and Technology (NIST) Special Publication 800-12, "An Introduction to Computer Security"

National Institute of Standards and Technology (NIST) Special Publication 800-14, "Generally Accepted Principles and Practices for Securing Information Technology Systems"

DR 3300-1, Telecommunications and Internet Service and Use

DR 3140-2, Internet Security Policy

DM 3500, Cyber Security Manual, Chapter 1, USDA Computer Incident Response Procedures.

4 SCOPE

This regulation applies to all USDA agencies, programs, teams, organizations, appointees, employees and other activities.

5 ABBREVIATIONS

CIO	Chief Information Officer
CO	Certifying Official
CS	Cyber Security
DM	Departmental Manual
DR	Departmental Regulation
IP	Internet Protocol
ISP	Internet Service Provider
NIST	National Institute of Standards and Technology
OCIO	Office of the Chief Information Officer
OIG	Office of the Inspector General
OMB	Office of Management and Budget
P2P	Peer-to-Peer
TSO	Office of Telecommunications Services
USDA	United States Department of Agriculture